

# Minutes of the meeting of the Parochial Church Council held in St. Anne's Church on Wednesday 26<sup>th</sup> August 2020, commencing at 7.30p.m.

**Chair:** Rev. Canon P. Reiss (Team Rector).  
Opening prayer.

**Secretary:** Mr. R. M. Heron.

**Present:** Mr. S. Hobson (C/Warden Emeritus), Mr. S. Maguire (C/Warden), Mrs. N. Barlow (C/Warden), Mr. R. Battersby (Treasurer), Mr. D. Bonser (Gift Aid Sec.), Rev. M. Bulcock, Mrs. B. Arundel, Mrs. K. Bulcock, Mrs. S. Glancy, Mrs. B. Kenny, Mrs. P. Kirk, Mr. A. Mather, Mr. A. Patten, Mr. D. Smith, Mrs. K. Smith.

**1. Apologies:** Mrs. J. Allsop, Mrs. M. Forster, Mr. J. Kirk, Mrs. L. Westhead.

**2. Any declarations of interest for items listed on the agenda.** None were put forward.

**3. Receipt and approval of the Minutes of the meeting held on February 25<sup>th</sup> 2020 following any amendments.**

These were approved as a true record without amendments following **proposal by Mrs. N. Barlow, seconded by Mr. A. Mather.**

**4. Matters arising from these Minutes of not covered in reports.**

**4.1 Contracts and services.**

Mr. D. Smith and Mrs. M. Webb had both agreed to provide music for the coming weeks.

Mrs. J. Pumford and Mrs J. Topham had agreed provide cleaning services at St Anne's generally on Tuesdays.

**4.2 AJ's Out of School activities.**

AJ's licence expired at the end of March 2020 and the Standing Committee gave permission for them to run a 4 week Holiday Club in August under a temporary agreement. They are hoping to resume normal activities again at St. James' In September.

In order to keep the floor area clear in the back room, the Church agreed to provide shelving at a cost of £100..

The Team Rector said he saw no need to change the terms of the licence and **proposed setting the licence fee at £525 per calendar month.**

Mrs. S. Glancy pointed out that the charge for the Broadhead Room was £22 per hour and considered that the licence fee for AJ's was very generous at £525.

The result of a vote was - **For the proposal – 14 Against the proposal – 1 No Abstentions.**

However, the Team Rector proposed that the Standing Committee **should be able to negotiate if AJ.'s objected to the amount.** A vote was taken and result was as follows:-

**For proposal – 11 Against the proposal – 3 Abstention – 1.**

**4.3 Notice Boards and TV's.**

A vote was taken following a **proposal to suspend, for now, the purchase of these items** in view of the considerably reduced income for the Church as a result of the Covid restrictions, and **the meeting unanimously agreed.**

**4.4 Eco Church.**

The Team Rector reported that he was awaiting a report from the Eco group, but that things had been progressing and thanks were in order for the contribution from staff and the children involved. Following assessment, it appears St Anne's had achieved a Bronze status for Eco measures already in place. It was agreed that we should actively strive for Silver status going forward. It was agreed we would not buy a plaque for the Bronze Award.

**4.5 Memorials and Gifts for the Churches.**

A draft policy to help the Parish and parishioners know how to respond if a memorial gift is offered was discussed and agreed.

The Team Rector proposed that if an item was accepted and obtained a Faculty, it would generally only be agreed to display the item for a period of 5 years. However, this could be reviewed. **The meeting agreed unanimously the policy as presented.**

#### 4.6 Contribution towards medical trip to Uganda by Miss Emma Gray.

It was reported that the trip had been postponed in the light of Covid restrictions, and the Treasurer said that the £400 contribution had not been paid. The meeting agreed that if the trip is carried out at a future date, the contribution will still be available to Miss Gray.

#### **5. Team Rector's Report.** *(This paper had been circulated)*

It is nearly a year since I was licensed as Team Rector; it started I think, reasonably as I would have expected, but the last five months have been unexpected and something none of us were prepared for.

First a big 'thank you' to all who have made me welcome, helped me find my feet and done so much to help practically, even when I have not always understood or got the current practices. THANK YOU.

The coming year is going to be uncertain – and we can only plan provisionally. However we do need to plan and we do need to decide on what we are going to be doing, or we will drift. We have three strong threads to hold us.

*#Looking within* – we need to keep honest to ourselves, about how we feel, and in seeking God's wisdom and direction – both as individuals and as congregations and as a parish

*#Facing up*- we want to worship and offer praise, and help others also join in worship and prayer. We keep our eyes on God not just on the needs and uncertainties.

*#Facing outwards* – despite the difficulties and our anxiety we continue to face outwards, offering help, keeping our doors open, concerned for our parish and our world

Values of *Grace, Mercy and Peace*; we should look to live these out whatever the situation.

In our **worship** we have developed an online "congregation" which it would be good to maintain and nourish, as well as developing appropriate worship in our church buildings

In our **pastoral care**, we need to keep networks of 'connectings' open, supporting particularly those on their own, those who are more vulnerable. We can all play our part in this.

I am concerned that we have not (maybe) done enough or well-enough in supporting the families and young people of our churches – though the resources from the Team have been good. This will become a greater challenge if the restrictions remain in place for longer.

In our **mission and outreach**, we may miss the opportunities which we have through big events this autumn and winter – Remembrance and Christmas- and we will need to think how we can "do" these creatively within the restrictions we may face. We also need to promote actively the charities working with the neediest, many of which are low on donations this year.

We also need to consider how we fulfil our role as Trustees (**governance**), what decisions we can let the Standing Committee or others make, what we need to have in place to do our job properly. It won't be perfect, and we can't just do nothing. Some are more affected or restricted than others in the current situation.

St Anne's is part of the Team and with clergy retiring, and with pressure on diocesan finances we also need to keep aware of how St Anne's fits within the Team and how we can bring the gospel to the whole area, how we can provide worship across the whole area, and how we plan together for the best future. This is probably going to involve some hard decisions.

We all need to resist trying to pick up everything that has fallen or is falling; sometimes a time of shaking allows for new things to emerge and for us to realise we did not need everything we had.

There will be things that we miss and grieve for. There are things which we need to hold on to, things we are entrusted with; it is not always easy to discern which are to be kept and what is to be left!

We are to go forward with faith hope and love, not try and go back and reclaim everything.

It does go back to our dynamic thread of *facing up, facing outwards and looking within* and keeping all three in harmony.

So my 'tensions' are:

- How to encourage more people to get involved more, without having a culture of activism and tiredness

- How to grow the human resources and finances of the church, but knowing how pressured people are and what other needs there are across our world
- How to discern what is best for our churches and our Team, which may involve NOT having some of the things that we would ideally like
- How to step forward in hope even though some things are even more uncertain and provisional

## 6. Mission Action Planning.

### 6.1 Moving forward.

The Team Rector said that many things had gone on hold due to Covid restrictions, but emphasised the need for assessing what the last months had taught us in terms of moving forward.

We should continue the use of social media but ensure that those without internet etc. should not be forgotten. Mrs. Barlow reported a very large increase in the use of the website and Facebook and this included from people who were not church-goers; the covid-crisis has pushed us to use social media and we need to look at how we continue to make best use of this medium.



### 6.2 MAP logo.

Reported that the MAP logos were now available. Samples were shown and it was unanimously agreed to use this version .

## 7. Finance.

### 7.1 Statement of accounts.

Current A/c balance at 31/07/20 - £16,451.56 as per bank reconciliation statement.

CCLA Church of England deposit funds at 30/06/2020 - £132,725.11

Deposit A/c balance at 31/07/2020 - £3,913.41

St. James' Refurbishment A/c at 13/07/2020 - £4,562.81

St, Anne's Churchyard A/c at 31/07/2020 - £3,857.30

Parish Share A/c for 2020 - Total due £44,000. Payments and Gift Aid Lite - £18,710.80

Balance remaining - £25,289.20 Percentage paid – 42.5%

The Team Rector emphasised the need to make all efforts to pay the Parish Share as fully as we can, and the Treasurer pointed out that the present Parish Share figure was for a 12 month period only and would be reviewed for next year.

The Treasurer stressed the need for tight control of expenditure as income had been severely reduced during the restrictions in place as a result of covid 19. These had severely hit church attendances and resulted in the inability to stage events which would have raised substantial amounts. The Gift Aid Secretary said that the use of Standing Orders for donations was to be actively encouraged as the envelope system was hampered by the reduced attendances. It was also suggested that details of the reduced income to the Turton churches be communicated to parishioners using digital and social media.

**It was proposed that a financial limit of £100 be introduced in respect of purchases requiring church funds unless permission had been given by officers concerned with finance.**

**Up to the £100 general costs should be agreed by two out of the three of the wardens and Team Rector**

**For ChurchYard costs, the agreement would be two out of the three people, Ross Heron, Steve Hobson, and the Rector**

**For St James' costs from the St James' fund agreement would be three of the St James' wardens**  
**A show of hands unanimously agreed to this proposal put forward by the Churchwardens.**

**8. Safe Church and Fabric Report.** (Fabric Report was circulated to members prior to the meeting and a copy is retained in a separate file).

### 8.1 PAT testing for St. James'.

In answer to a question, the Treasurer said that AJ's contribution towards the cost of this item had not been paid.

## 8.2 Heating pipe leak at St. Anne's.

Mr. Hobson said that the leak had been repaired and the cost covered by a donation from an anonymous parishioner. Thanks were expressed to the person involved for their generosity.

## 8.3 Allotments.

Although this project is unlikely to be initiated this year due to the current climate, **the meeting agreed to support the Faculty proposal** and the exploration of a grant to cover the initial costs.

## 8.4 Replacement of mowers for St. Anne's Churchyard Team.

It was agreed that two new self-propelled mulching mowers could be purchased to enable the team members to cut the long and often wet grass more easily. Estimated cost - £500 per mower.

## 8.5 Clock maintenance.

Following a proposal by Mr. Hobson, it was agreed by the meeting that a 3 year annual contract be purchased at a cost of £533 + vat.

**Health and Safety. *There were no issues regarding safe church reported since the last meeting.***

## **9. Received Reports.** (e.g. Team Council, Deanery Synod and others).

### 9.1 Team Council.

A report from the Team Council meeting held on 20<sup>th</sup> February 2020 was circulated to members prior to the meeting. (Copy in a separate file). The Team Council had not met again since then.

### 9.2 Retirement of Revd. Jan Ainsworth.

Jan continues to minister at Bradshaw with PTO; There have been delays with their proposed move.

### 9.2 Clergy numbers and staffing.

The Team Rector announced that Hannah Lane would be coming to the Team to serve her Title as a stipendiary curate in June 2021.

## **10. Correspondence.**

### 10.1 Use of email.

In view of the restrictions concerning the Covid emergency, it was **formally proposed by Mr. S. Maguire and seconded by Mrs. S. Glancy**, that emails from a recognised email address would be accepted as proper forms of communication, and could be accepted as proposals or seconders for elections etc. **The meeting formally approved the use of this method.**

## **11. Governance and APCM preparation.**

### 11.1 Date for the Annual Parochial Church Meeting.

Provisionally this was to set at Sunday 4<sup>th</sup> October 2020, following the Morning Service.

### 11.2 Next PCC meeting.

It was decided that the meeting scheduled for 23<sup>rd</sup> September was not to be held.

The next short meeting of the PCC will be immediately following the APCM on 4<sup>th</sup> October the agenda being limited to the making of the necessary appointments for the coming year.

### 11.3 Forthcoming retirements to be announced.

The Chair mentioned that Mr. Roy Battersby, PCC Treasurer, and Mr. Simon Maguire, Churchwarden, would be stepping down at the APCM.

The Team Rector and the PCC expressed their thanks for their sterling service, particularly during this period of extreme difficulty involving Covid restrictions.

Rev. Jan Ainsworth has retired as Team Vicar at Bradshaw but continues for the while with Permission to Officiate.

### 11.4 Preparation for special Church Services.

Given the restrictions and the uncertainties as to whether there would be further or different restrictions, the preparation for the "special" services in the coming weeks – Harvest, Remembrance and then Christmas services – will always be provisional; almost certainly the services will be very different from normal years and we will need to be creative and adaptable.

The meeting closed with a prayer at 9.40 p.m.

Signed.....

Dated.....

*NOTE – Correction made immediately after the meeting. Although the Chair informed the meeting that the Treasurer would be retiring at the APCM, the Treasurer has in fact offered to continue until the APCM in 2021. The Chair had misunderstood the timing, and s.*